

MINUTES

**CEDAR SPRINGS PUBLIC LIBRARY  
REGULAR BOARD MEETING**

**MONDAY  
JANUARY 23, 2017**

**7:00 PM MEETING**

**CEDAR SPRINGS PUBLIC LIBRARY  
43 W. CHERRY STREET**

**Cedar Springs Public Library  
Mission Statement**

The mission of the Cedar Springs Public Library is to provide quality materials and services to educate, inform, teach and partner with our diverse community in an atmosphere that is welcoming and promotes lifelong learning.

**I. CALL TO ORDER**

Chair called meeting to order at 7:00 pm  
Present: Ellick, Owen, Powell, Babcock, King, Hall  
Absent: Stark

**II. PUBLIC FORUM**

Any citizen who wishes to address the Library Board on a topic shall be recognized by the Chair and limit their comments to two minutes, unless the chairperson deems otherwise. Board will not respond or discuss public comments unless Chair approves.

No oral or written comments.

**III. APPROVAL OF THE AGENDA**

**MOTION:** "Approve corrected agenda" made by Babcock second by Owen  
Motion approved by voice vote  
(Secretary note: Date of next meeting was incorrect)

**IV. CONSENT AGENDA**

- A. Approval of the Minutes of Board meeting November 28, 2016
- B. Approval of Financial report for November and December 2016
- C. Approval of the Minutes of Special Board meeting December 19, 2016

**MOTION:** "Accept consent agenda" made by Powell second by Hall  
Motion carried by voice vote

**V. COMMITTEE REPORTS**

- A. Personnel Committee – None
- B. Policy Committee – None
- C. Bylaw Committee – None
- D. Technology Committee – None
- E. Finance Committee –Budget adjustments  
Powell presented updated budget and format. Easier to read and follow. Also, informed Board Chase One had waived fees on cashed in CD.

**VI. DIRECTOR'S REPORT**

Directors report is attached as part of the Board packet.  
Working on the "gap" items such as furniture kitchen appliances etc.  
Networking bids are still in bid process.

**VII. UNFINISHED BUSINESS**

- A. Update of Library Project-Duane McIntyre  
Drywall going up. Landscaping will be in spring. Roof should be installed shortly.  
Brick work almost complete. Need to decide on security system. Looks like  
scheduled for March 31, 2017 as completion date.

**VIII. NEW BUSINESS**

- A. Payment Document for Consideration- Duane McIntyre

**MOTION:** "Authorize payment of \$285,980.12 dollars to Nugent Builders? Made by  
Powell second by Hall  
Roll call vote: Ayes 6, Nays 0

- B. Change order approvals  
No change orders this meeting
- C. Strategic Plan review

**MOTION:** "Table Strategic plan until after the new Library is opened and a new plan  
can be developed" made by Owen second by Babcock  
Motion carried by voice vote

- D. Budget amendments  
No budget amendments this meeting. New format and explanation provided Board  
members.

**MOTION:** "Accept new budget format as official reporting" made by Powell second by  
Babcock  
Motion carried by voice vote.

**IX. AGENDA ITEMS FOR MONDAY FEBRUARY 27, 2017 MEETING**


- A. Payment Document for Consideration- Duane McIntyre

**X. BOARD COMMENT**

Hall: Will be in Florida for next meeting. Kudos to Powell for wonderful work on  
Budget.  
Owen: Board needs to determine when grand opening will be so plans can be made.  
Library is scheduling right now for a soft opening in April after the building is turned  
over to us and the move. Dates depend on construction.

**XI. ADJOURNMENT**

**MOTION:** "Adjourn meeting" made by Owen second by Ellick"  
Motion carried by voice vote.  
Meeting adjourned at 7:57 pm

Next regular meeting scheduled for Monday February 27, 2017, 7PM at the Library  
Submitted by Secretary Owen   
Approved by Board on February 27, 2017